

Centennial City Clerk

Monthly Report

SEPTEMBER 2012

Activity

Boards and Commissions

The City Clerk staffed the organizational meeting held by the Ad Hoc Appointment Committee for the Open Space Advisory Board. At the direction of the Committee, she also sent out information and application forms to Council members' blast lists, as well as to CenCON. Press releases were sent and information was placed on the City Website.

City Council Meetings

The City Clerk and Deputy City Clerk staffed two City Council meetings in September. The City Clerk attended the Budget Workshop meeting held on September 17th. Audio recordings of each meeting and approved minutes are available via the city's web site at www.centennialcolorado.com.

Liquor Licensing

The Centennial Liquor Licensing Authority did not meet in September.

An application for a new Hotel/Restaurant Liquor license was received on September 12, 2012 from Twin Restaurant Centennial, LLC, dba Twin Peaks Restaurant, 8440 E. Arapahoe Road. The LLA will conduct Public Hearing for this new application on October 18, 2012.

Eight (8) renewal applications were processed by the Deputy City Clerk in September.

One (1) Special Occasion Alcohol Permit application was processed and approved by the City Clerk's office in September for the Large Shelter in Centennial Center Park.

Passports

One-hundred and sixty-nine (169) passport applications were accepted and sent to the U.S. Department of State in September. Eighty-three (83) photos were taken.

Public Records Request

The City Clerk's office processed nine (9) public records requests in September. All requests were completed in a timely manner according to the Colorado Open Records Act.

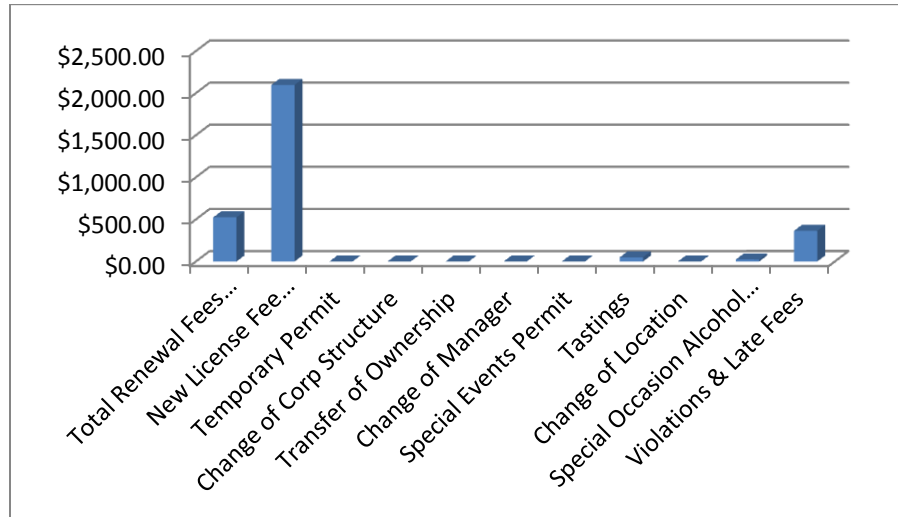
Fees

Liquor Licensing

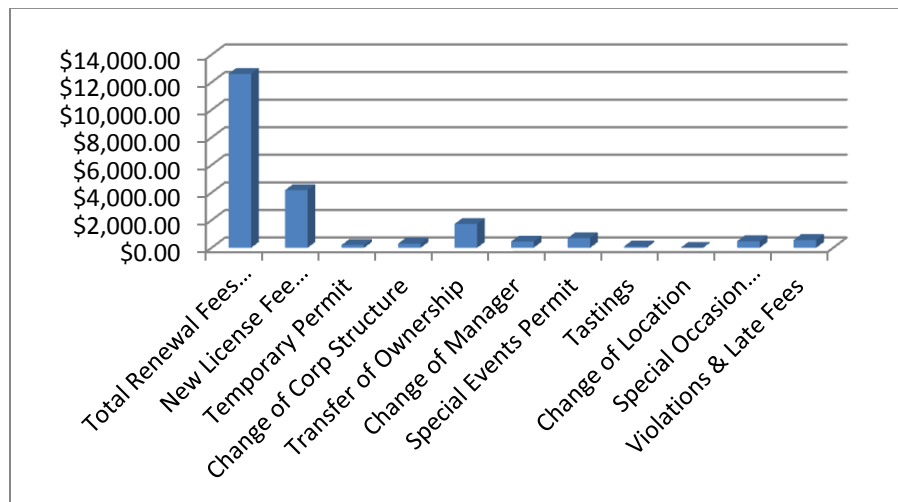
Total Licensing Fees Collected September 2012: **\$3,062.30**

(Compared to Total Licensing Fees Collected in September 2011: \$7,297.50)

September 2012



Year to Date



Passports

Total Passport Fees Collected September 2012: **\$5,055.00**

Execution Fees to the City of Centennial: \$4,225.00

Photo Fees Collected: \$830.00

Public Records Request

Total Public Records Request Fees Collected September 2012: **\$25.00**

Year to Date Total Fees Collected 2012: **\$1,137.50**

Total Fees Collected by the City Clerk's Office Year to Date (2012): \$68,541.05

LIQUOR LICENSING FEES	OPEN RECORDS REQUEST FEES	PASSPORT FEES	PAWNBROKER FEES
\$21,303.55	\$1,137.50	\$43,600.00	\$2,500.00

